

**Matt Blunt**  
Governor



**Michael N. Keathley**  
Commissioner

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**Thomas J. Sadowski**  
Director

## **MEMORANDUM**

**TO:** State Agencies  
**FROM:** OA/Accounting  
**DATE:** August 30, 2006  
**RE:** New Check Register

A new check register has been developed and put into production to identify only the checks an agency's runner is signing for. This new check register is on MOBUS with the report number OFN657R1, Summary Check Register. The Summary Check Register report is sorted by check category and will provide each agency with the count and amount of the checks your agency will receive. This is the report your agency runner will sign when picking up checks at OA/Accounting effective today.

If you have any questions, please contact your Agency Customer Service Coordinator. Your Agency Customer Service Coordinator will contact OA/Accounting if assistance is needed.